

## DATE RECEIVED:

**EEO/ADA Compliant**

### For Office Use Only

Date:

LAST NAME		FIRST NAME	FULL MIDDLE NAME	Last 4 Digits of Social Security No. XXX-XX-
<b>EXPERIENCE</b> – Please account for all employment within the last ten years, beginning with your current or most recent position. In addition, please indicate any other experience which you feel is relevant to the position for which you are applying (e.g., volunteer experience, military experience, etc.). <b>DO NOT SAY “SEE ATTACHED.” RESUMES ARE WELCOME, BUT NOT ACCEPTABLE AS A REPLACEMENT FOR THIS APPLICATION. RESUMES WILL NOT BE USED FOR QUALIFYING APPLICANTS FOR POSITIONS, ALL INFORMATION MUST BE INCLUDED ON THE APPLICATION. PLEASE USE ADDITIONAL WORK EXPERIENCE ADDENDUM FORM OR YOU MAY ATTACH ADDITIONAL SHEETS IF NECESSARY.</b> Complete all requested information fully.				
<b>Current Superior Court of California, County of Riverside employee?</b> <input type="checkbox"/> NO <input type="checkbox"/> YES				
From (Mo/Yr)	Present or Most Recent Employer Name:		Your Job Title:	
To (Mo/Yr)	Type of Business:		Your Supervisors Name and Title:	
Regular Hours Per Week:	Mailing Address:			
Hourly Rate of Pay:	City, State, Zip Code:		Phone Number: (       )       -	
<b>MAY WE CONTACT THIS EMPLOYER?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO				
Reason For Leaving:	Duties:			
From (Mo/Yr)	Employer Name:		Your Job Title:	
To (Mo/Yr)	Type of Business:		Your Supervisors Name and Title:	
Regular Hours Per Week:	Mailing Address:			
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Reason For Leaving:		Duties:		

LAST NAME	FIRST NAME	FULL MIDDLE NAME	SOCIAL SECURITY NUMBER
			- -

This page of the application will not be available to an interview board.

As a result of a disability, will you need to have accommodation in the: ☐ Interview/Exam Process ☐ Performance Of Essential Functions Of The Job  
If either box is checked, you will be contacted by a staff member who will assist in arranging reasonable accommodation if selected for an interview.

**PRIOR CalPERS EMPLOYMENT**

Have you ever worked for another CalPERS agency? ☐ No ☐ Yes—Agency: \_\_\_\_\_, Dates: \_\_\_\_\_  
Are you currently retired from a CalPERS agency? ☐ No ☐ Yes—If hired by the Court, you will need to file a Reinstatement from Retirement with CalPERS

**ARREST AND CONVICTION INFORMATION**

The Court conducts criminal background checks on candidates to whom it makes offers of employment. Full and complete responses to the questions below are required and will be carefully evaluated and verified. Employees' fingerprints are sent to State and Federal agencies for a check of criminal record history. **Any false statement or omission of a material fact will cause forfeiture of all rights to employment.**

Current employees of the Superior Court of California, County of Riverside, applying for a promotion are not required to list misdemeanor convictions occurring prior to original appointment (date of hire). However, any felony conviction(s), regardless of conviction date(s), must be listed.

Pursuant to California Labor Code section 432.7, the Court, as a criminal justice agency, may inquire about arrests including those that did not result in convictions.

- Have you ever been convicted of an offense(s) in any criminal or military court or has a juvenile court petition(s) ever been filed against you and found true? Please mark the appropriate box below and, if "Yes," please explain in the chart below. Note: Exclude any offense(s) which resulted in the successful completion of a deferred entry of judgment program(s) (pre-trial diversion) or any offense(s) where the court record has been sealed.  
☐ No ☐ Yes
- Are you currently being charged, or have you ever been charged, for any violation(s) of law other than minor traffic violations—examples of a minor traffic violation include driving without a license or with a suspended license, speeding, failing to signal, etc. Please note that "driving under the influence" and "reckless driving" are not minor violations. Please mark the appropriate box below and, if "Yes," please explain in the chart below.  
☐ No ☐ Yes

If the response to Question 1 and/or 2 "Yes," provide the information requested below (attach additional sheets if necessary using the same format).

Date	Offense & Location (City/State)	Disposition

**Separation from Employment under Unfavorable Circumstances**

- Have you ever been terminated, discharged, released, or did you resign in lieu of termination? Mark the appropriate box below.  
☐ No ☐ Yes

If the response to Question 3 is "Yes," provide the requested information below (attach additional sheets if necessary using the same format). Employees of the Superior Court of California, County of Riverside must disclose all failures of probationary periods while employed by the Court but are not required to list such failures or terminations of employment occurring prior to original Court appointment.

Date	Employer	Reason for Discharge/Resignation and/or Failure of Probation

I certify that the above information is true and correct and that I have not misrepresented my qualifications and/or background. I understand and agree that any false statement or omission of a material fact will cause forfeiture of all rights to employment with the Superior Court of California, County of Riverside.

Pursuant to California Civil Code section 1786.53, I waive my right to receive copies of public records the Court obtains in the process of conducting a criminal background check on me. Please check one: ☐ No ☐ Yes

Type / Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Must type name on signature line if emailing / Signature required for delivery by mail or walk-in

## PERSONAL INFORMATION DATA FORM

### EEO/ADA Compliant

**ATTENTION APPLICANT: PLEASE DO NOT DETACH.** This information will be detached from your application and used for research and statistical purposes only. In order to comply with Federal regulations in the area of Equal Opportunity Employment, employers must have data available on applicant flow patterns (41 CFR 60-2, 12, 60-250.5). For this reason, we would appreciate your voluntary cooperation in providing the following information. This information will be treated confidentially and will not be used to discriminate against any prospective or incumbent employee of Superior Court of California, County of Riverside. This information may be provided to government officials investigating our contract compliance status.

**APPLICATION DATE:**

(Month) (Day) (Year)

**POSITION APPLIED FOR:** (As printed on bulletin)**GENDER:**☐

Female

☐

Male

**AGE GROUP:**☐

Under 40

☐

Over 40

**RACE/ETHNIC CATEGORY**

☐ **AMERICAN INDIAN or ALASKAN NATIVE:** All persons having origins in any of the original peoples of North America.

☐ **ASIAN or PACIFIC ISLANDERS:** All persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

☐ **BLACK** (not of Hispanic origin): All persons having origins in any of the black racial groups.

☐ **HISPANIC:** All persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.

☐ **WHITE** (not of Hispanic origin): All persons having origins in any of the original peoples of Europe, North Africa, the Middle East, or the Indian Subcontinent.

**HOW DID YOU LEARN ABOUT THIS POSITION?**☐ Human Resources Department☐ Friend/Relative☐ Job-line☐ Court Employee☐ Website: \_\_\_\_\_☐ Job Fair / Location: \_\_\_\_\_☐ Newspaper: \_\_\_\_\_☐ Other: \_\_\_\_\_**AS A RESULT OF A DISABILITY, WILL YOU NEED TO HAVE ACCOMMODATION IN THE:**☐ Interview/exam process☐ Performance of essential functions of the job

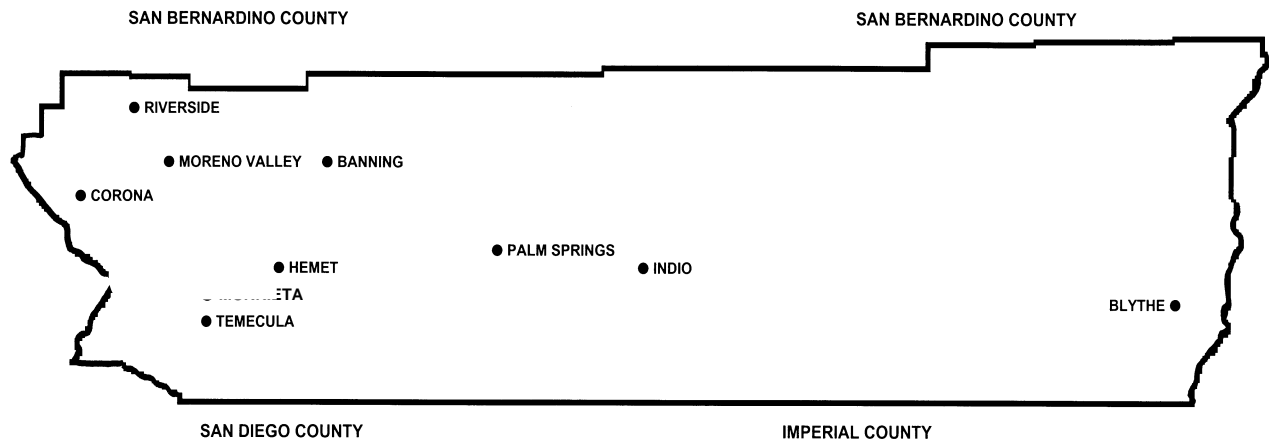
If either box is checked, you will be contacted by a staff member who will assist in arranging reasonable accommodation.

**U.S. MILITARY VETERANS**

U.S. military veterans intending to claim preferential consideration, must present proof of honorable discharge or release (DD Form 214) concurrent with this application. Veterans intending to claim additional preferential consideration for a concurrent service-connected disability (disability rating of 10% or higher) must also present documentation of current disability from the Department of Veterans Affairs.

**DO YOU CLAIM VETERANS PREFERENCE?** ☐ Yes ☐ No**DO YOU CLAIM VETERANS DISABILITY?** ☐ Yes ☐ No

# Riverside County



## Court Locations

Banning Court  
135 N. Alessandro Road  
Banning, CA 92220

Family Law Court  
4175 Main Street  
Riverside, CA 92501

Indio Court  
46-200 Oasis Street  
Indio, CA 92201

Palm Springs Court  
3255 E. Tahquitz Canyon  
Palm Springs, CA 92262

Temecula Court  
41002 County Center Dr., #100  
Temecula, CA 92591

Blythe Court  
265 N. Broadway  
Blythe, CA 92225

Hall of Justice  
4100 Main Street  
Riverside, CA 92501

Juvenile Court  
9991 County Farm Road  
Riverside, CA 92503

Riverside Historic Courthouse  
4050 Main Street  
Riverside, CA 92501

Corona Court  
505 S. Buena Vista Ave.  
Corona, CA 92882

Hemet Court  
880 N. State Street  
Hemet, CA 92543

Moreno Valley Court  
13800 Heacock Blvd.  
Moreno Valley, CA 92553

Southwest Justice Center  
30755-D Auld Road  
Murrieta, CA 92563